

**Housing Authority of the Town of Bethel
25 Reynolds Ridge
Bethel, Connecticut 06801**

Special Meeting Minutes
June 15, 2016 @4:00pm
Community Room #25

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TOWN OF BETHEL
TOWN CLERK

CALL TO ORDER: 3:58pm

ROLL CALL

Gail Slifkin (Chairman), Beth Cavagna, Linda Ryan (absent), Claudia Stephan (absent)
Attending: Mark Nolan, N P Rentals and Management.

MINUTES

Minutes of May 18, 2016 - Motion to Accept Diane Stevenson, seconded by Beth Cavagna

TENANT ASSOCIATION REPORT/CITIZEN INPUT

Tenant Association Report – Christine Sleight presented the report from the residents meeting of June 2, 2016. A copy on file at management office. Meeting focused bullying presented by Kim from Tovah. A Resident Participation plan was presented, It was agreed that Board would review for July 2016 Board Meeting, so that any questions can be answered and adjustments made before the plan is executed. Motion to review accepted by Gail Slifkin, Seconded by Beth Cavagna. All in Favor

Citizens Input - 30 Donations for the Resident Picnic Sue Alling asked about the washers and dryers and when might they be getting new ones. They are not working properly and take too long to be fixed and possibly new floors. Christine Sleight brought up the need for a ramp.

REPORTS

Chairman Report

Election of Officers – Term at Reynolds Ridge runs from June 1, 2016 – May 31, 2017
Beth Cavagna nominated Gail Slifkin for Chairman, Seconded by Diane Stevenson.
Gail Slifkin nominated Beth Cavagna for Vice President, Seconded by Gail Slifkin.
Gail Slifkin nominated Diane Stevenson for Secretary, Seconded by Beth Cavagna.
Gail Slifkin nominated Linda Ryan for treasurer, Seconded by Beth Cavagna.
All in Favor.

Tenant Picnic - On as scheduled June 29, 2016 at 12 Noon.

CDBG I Update – Gail Slifkin attempting to meet with Phyllis Kransky from the Town of Bethel, working to get out to bid. Gail Slifkin will be meeting again with Phyllis and then will have a better handle on timelines. Gail Slifkin reported that she signed the Use Agreement and will be reviewing process with Phyllis.
Resident Jay Ofiero asked if the timeframe of CDBG I will affect CDBG II. Mark Nolan reported that state removed the 10% prepayment rule and should not affect CDBG II. Gail Slifkin reiterated that we are the recipient of the grant the town owns the grant.

New Revised Leases– New Lease for E 166 was presented by Mark Nolan, previous lease used was not valid. Resolution to Approve the new Lease for E166 State Moderate Rental Program Lease as presented, Motion to approve Beth Cavagna, Seconded by Diane Stevenson, All in Favor.

CDBG II Update – Nothing to report.

Phineas Park Management Report

- Phineas Park Tax Agreement moving forward via Attorney Peter Olson This Agreement will be approx. \$15,000 savings. Resolution to authorize Chair Gail Slifkin to execute the agreement with the Town of Bethel to approve tax adjustment for Phineas Park.
- Vacancy Report – 1 Vacancy, Move in scheduled for July 1, 2016. 2 Units available June 30, 2016, in the process of reviewing applicants.

- Wait List – One Bedroom 103 applicants, Two Bedroom 36 applicants.
- Emergency roof repair was completed. Management will be requesting funds from reserve account. Included in Board Packet - Audit from Rural Development , Tenant Ledger requested, Income Statement.

Reynolds Ridge Management Report

- Budget received from Beth Brooks, Mark Nolan request a committee to review and compare to previous years before submitting. A committee will be set up.
- Public Officials Insurance will be renewed for August 1, 2016.
- Policies and Procedures for presented for review. Mark Nolan requests the Board to review packet and Authorize Distribution. Motion by Gail Slifkin, Seconded by Beth Cavagna. All in Favor
- Management will review ramp for Christine Sleight to attempt something temporary.
- Wait List still closed. E 133 One Vacancy #30 ,E 166 One vacancy #71,People on Waitlist - E133 / 95 applicants, E166 / 93 Applicants

TREASURERS REPORT

Resolution to accept payment for May/June 2016. Motion by Gail Slifkin Seconded by Beth Cavagna. All in Favor
Management presented financials for E 133 and E166 with bank statements

OLD BUSINESS

Due to the recent Bear population, please be aware when you are feeding wild animals not attract the unwanted

EXECUTIVE SESSION -Cancelled

Motion to Adjourn Beth Cavagna, Seconded by Diane Stevenson

Meeting Adjourned 5:05 pm